

Maine Revised Statutes
Title 5: ADMINISTRATIVE PROCEDURES AND SERVICES
Chapter 3: ADMINISTRATIVE DEPARTMENTS,
AGENCIES, BOARDS, ETC., GENERALLY

§44. REPORT PROVISIONS

The report of each agency shall include in summary form but not be limited to: [1973, c. 612, §1 (NEW) .]

1. Date of establishment. The date when the agency was established;

[1973, c. 612, §1 (NEW) .]

2. Statutory authority. The statutory authority of the agency;

[1973, c. 612, §1 (NEW) .]

3. Agency address. The address of the agency's central office;

[1973, c. 612, §1 (NEW) .]

4. Administrative officers. The names, titles and telephone numbers of the principal administrative officers;

[1973, c. 612, §1 (NEW) .]

5. Agency chart. An organizational chart of the agency;

[1973, c. 612, §1 (NEW) .]

6. Number of employees. The average number of full-time employees;

[1973, c. 612, §1 (NEW) .]

7. Authorized employees. The number of employees authorized by the previous Legislature and a summary by month of the actual number of employees;

[1973, c. 612, §1 (NEW) .]

8. Recurring operating expenditures. Recurring operating expenditures;

[1973, c. 612, §1 (NEW) .]

9. Fund and account identification. The identification of all funds and accounts relating to an agency, with their beginning and ending balances; this shall include all federal funds and all funds from any other source;

[1973, c. 612, §1 (NEW) .]

10. Program description. A description of each program shall be provided and shall include a summary of major expenditures, goals and objectives and future plans.

[1973, c. 612, §1 (NEW) .]

A department made up of several distinct units shall provide overall summary information for the department and summary information for each bureau, division, commission, agency and institutional unit, as appropriate. [1973, c. 612, §1 (NEW) .]

SECTION HISTORY

1973, c. 612, §1 (NEW) .

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